

State Emergency Response Commission (SERC)
Planning & Training Committee Meeting
Meeting Minutes for May 18, 2017
Prepared on May 25, 2017

The SERC Planning & Training Committee meeting was held on May 18, 2017 at the DEMA State EOC.

Minutes for the meeting are as follows:

Attendees: AJ Schall (DEMA), Chris Murtha (DEMA), Avery Dalton (DEMA), Mark Dolan (DNREC), David Irwin (New Castle County LEPC), Richard Perkins (DPH), Charles Stevenson (Sussex County LEPC), Robert Newnam (DSFS), Desmond Cole (DEMA), Patty Smenkowski (DEMA)

A quorum was established.

Planning and Training Committee Chair AJ Schall called the meeting to order at 9:04.

Old Business:

Approval of February 16, 2016 Planning & Training Sub-Committee Meeting

Mr. Newnam motioned to approve the minutes of the last Planning & Training Sub-Committee Meeting on February 16, 2016. Mr. Perkins seconded the motion. All approved.

HMEP Grant

Mr. Dalton reported as of May 5th, the balance of the grant was, \$35,665.06 out of \$114,975.00 for grant year 2016-2017, had been spent.

SERT Plan

Mr. Dalton briefed, the current status of the SERT. On April 27th the Radiological Incident Response (RIR) annex had been reviewed and updated by the review committee at their final group meeting. Public Information Officers from DNREC, DEMA and Public Health are reviewing a public messaging appendix. Mr. Dalton will address the remaining incidental items with the appropriate subject matter expert by topic.

LEPC Plans

At the next P&T Committee meeting on August 17th, the P&T will complete the biennial review of the LEPC emergency plans. LEPC plans are required to be reviewed and approved in odd numbered years (2015, 2017, etc.) by the SERC. Mr. Dalton also noted that the SERC Annual Report will be reviewed at the next P&T Committee meeting, and he will be collecting inputs from the LEPCs and agencies in July to complete the report.

10th Hazmat Training Workshop Report – Mr. Irwin

Mr. Irwin briefed: Friday, April 7 there were 239 registered and 213 attended, Saturday, April 8 there were 128 registered and 69 attended, Saturday, April 8 there were 191 registered and 175 attended. There was a Planning Committee Hot-Wash Meeting and the committees recommended eliminating the dinner and do presentation of the plaques at lunch time. With eliminating the dinner, the thought is to do a breakfast and a lunch on Friday and Saturday. They set a record of 36 sponsors with many positive comments from students and instructors. He added, with SERC approval, they are looking forward to a 2018 workshop.

New Business:

Approval of the SERC Committee Agenda

Mr. Dalton stated there are no presentations scheduled and would follow the standard agenda package. Mr. Irwin requested to do about a ten minutes presentation on the 10th Annual Hazmat Training Workshop with a few slides. It was decided by the committee this would take place during Mr. Irwin's report. Director Schall made motion accept the agenda as submitted and written for the June 14, 2017, SERC Committee Meeting. Mr. Irwin seconded the motion. All approved.

Approval on the HMEP Allocations for Hazmat Conference Expenses

Mr. Dalton briefed, Tanner Industries did an eight-hour training course. The cost of that training was \$6,150.

Mr. Irwin briefed. He thought that this cost was covered under the Ammonia Institute. In the past Transcaer, which is a trade organization for the transportation industries. It was assumed, incorrectly, that Transcaer paid for the expenses of these companies that were participating in the workshop. We found out this year that they don't. We asked Tanner, "If you were charging us for this class, how much would they charge?", Mr. Tanner said, "\$6,100. We ask Biofuels, "If you were charging us for that session, how much would you charge? Biofuels said, "\$2,000.

According to Mr. Dalton, we have \$4,000 of HMEP funds earmarked for DEMA to pay for the workshop expenses. We don't have enough to pay for everything, but we called Tanner and offered to give them \$3,000 and called Biofuels and offered to give them \$1,000. Apparently, Biofuels got their \$2,000 covered through another grant so that is no longer an issue. Mr. Tanner said he would be happy to get whatever they could to recoup their expenses. And if there is someone who is not going to use all of their HMEP funds, we can totally reimburse Tanner Industries. Mr. Irwin stated, at the Hot-wash meeting there were concerns of that the training firms were doing it before for free and will we be establishing a precedent to pay anyone who participates in the workshop.

Mr. Newnam made motion to pay Tanner \$3,000. Mr. Perkins seconded the motion. All approved.

Motion to Adjourn:

Mr. Newman made motion to adjourn. Mr. Perkins seconded the motion. All approved.

Meeting Minutes:

Minutes were taken by Ms. Patty Smenkowski, and transcribed to this document by Mr. Avery Dalton, SERC Executive Director, on May 25, 2017.

Draft minutes were posted to the State Public Calendar on May 25, 2017.

Minutes approved by Director AJ Schall, Chair for the SERC Planning and Training Committee.

Signed: _____
AJ Schall, Chair for the SERC Planning and Training Committee